

## Reservations Form

□ NEW RESERVATIONS □ AMENDMENT	CANCELLATION VIP
Arrival Date	Departure Date
Arrrival Time	Departure Time
Flight No	Flight No
Transportation Required	Transportation Required
No of Rooms	Room Type
No of Guest	No. of Children
Room Rate	Rate Reason
Guest Name	
Passport No.	_
Position	Company Affiliation
Requirements:	
☐ Smoking ☐ Non-Smoking ☐ Handicapp	ed Others
Personal Account	
Credit Card - No:	CVC No.: Expiry Date
Special Billing All Charges R	M only RM/ABF RM/Trans Others
Charge to	
Remarks (i.e Specials/Other Arrangements	s)
Name of Caller	
Company Affiliation	Contact Details
Guaranteed by:	
Taken by	Date